Product	Layout of how it will be achieved	Schedule	Status
Product 1 **WG/5 follow-up on Patterson Review of APII performance Measures** *Person Responsible* **Lloyd Eagan**	1) APII & WG/5 review of Patterson Report: http://devlint.dnr.state.wi.us/int/aw/air/api11_permit/performance_measures.htm. Assign subteams to follow-up 2) APII performance Measures Sub-team will clarify APII performance measures and identify what information managers should have to manage the program effectively in the future as specified in their charge. a) Short term products: Recommend definitions, recommend clarifications or revisions to performance measures, and recommend how to implement recommendations. b) Medium term products: Address the interface with the AMT performance measures system and AWMT performance measures system. 3a) Data Polishing Subteam (to support performance measures) will devise a short-term strategy for achieving high quality baseline measurements for each of the APII performance measures as specified in their charge. 3b) Implement the strategy by filling data gaps, smoothing over rough spots and attending to data polishing	1) Aug/Sept. 2005 2a) Nov. 30, 2005 2b) February 30, 2006 3a) January 30, 2006 3b) TBD in strategy approved by WG/5, APII & AMT	1.) Done! Reviewed at August and September APII meetings. Subteams have been formed and charges are being finalized. 2.) APII Performance Measures Subteam Members: Jon Heinrich (lead), Eileen Pierce, Jeff Hanson and Dave Hildreth. 2a) Meetings tentatively scheduled. 3)Data Polishing Subteam Members: Keith Pierce, Steve Dunn, Ralph Patterson, Andy Stewart and Joydeb Bhattacharya

Product 2 *Description* **Guidance Management System** *Person Responsible* **Roger Fritz** **Workgroup members** include Susan Hoops, Sheri Stach, Ralph Patterson, Ron Daggett	The Guidance Management Group intends to provide an interim work product by the end of October addressing the following, and a final product by the end of the year. ■ Intended customers (internal and external) of the guidance system and their needs with respect to guidance ■ Range and type of products (policy memos, procedures, instructions) needed for the managed guidance system ■ Processes (approval of the various types of products, updating of products, orientation and training, product organization and storage such as web or file services, access and retrieval systems such as organization or search engines) that would be needed for the managed guidance system ■ Steps needed to implement the managed guidance system (workplan for specific product development, approve product, release product, provide training or an alert, long-term maintenance) ■ Performance measures to assure the guidance system meets customer needs ■ Unresolved issues (e.g. management of pop-up guidance scattered throughout software)	1) November 2005	Proposal developed and implementation to commence. Neal Baudhuin identified as AMT member to be responsible for implementation.
Product 3 *Description* **APII Measures and Targets Review** *Person Responsible*	1) Workgroups will review measures & targets and provide comments to Heinrich by November 30th. 2) APII will discuss at meeting first week in December.	1) November 2005 2) December 2005 3) January 2006	

Jon Heinrich	3.)Subgroup will make a proposal for adjustments to the measures and targets. 4) Subgroup will put in place data collection needed and lay out how it will be achieved.	4) January 2006 – Connects back to Product 1	

Product 4
   Description
GOP Petition Process
   Person Responsible
Neal Baudhuin
	1) Prepare air program work procedure for the petition process developed and approved.	1) December 2005	Done. AMT approved at their 10/17/05 conference call. Approved petition process needs to be translated into the work procedure format.

Product 5
   Description
Culture Change
   Person Responsible
Tom Woletz, Caroline Garber, Roger Fritz and Jon Heinrich
	1) Group has established the 6 attributes that illustrate the culture we are trying to foster within the air program. These have been incorporated into the Section Chiefs position descriptions.
	2) The subgroup will review the results of the NSR customer survey
	3) The subgroup will make recommendations to include the cultural attributes elsewhere throughout the Air Management Program (like regional supervisors PD's etc.)
	4) The group will develop near term recommendation to facilitate culture change within and beyond the program.
		1) July 2005
		
		2) December 2005
		
		3) January 2006
		
		4) February 2006
			Ongoing

Product 6
   Description
Organizational Structure/Staffing Plan
   Person Responsible
Sheri Stach & Lloyd
	1) Align program resources with funding sources and program priorities. Ensure resource distribution reflects new manner of doing business – permit streamlining, etc.
	
	2) Presentation to AMT
		1) November 2005
		
		2) November 2005
		
		3) January 2006
			1)AMT considered
			
			2) Done. Presentation to AMT
			3.) NER and WCR have been informed of decision, Sheri will work with Regions to fill positions

Eagan	3) NSR position filling has been recommended for NER and WCR. Recommendations will be taken to AWMT regarding postponing supervisory filling. 4) AMT has approved reorientation of statewide corps teams and team leaders for purposes of increased efficiencies 5.) Additional Structural Analysis will have to be made in response to funding realities. 6) Reassess plan in the spring of 06 7) Implement Plan	4) December 2005 5) June 2006 6.) Spring of 2006 7. Fall of 2007	in a timely way. 4.) Bill Baumann and Lloyd Eagan have met with Compliance Team Leader. Bill Baumann will meet with Compliance Team in December.

Product 7
   Description
Consistency
   Person Responsible
Eileen Pierce
		1) November 2005
		
		2) January 2006
		
		3) June 2006
			In implementation mode – Division inconsistency tracking system, program evaluation, etc.

Product 8
   Description
RCP/ROP Interface
   Person Responsible
Jeff Hanson and Neal Baudhuin
	1) Draft RCP/ROP Interface
	
	2) Finalize RCP/ROP Interface
	
	3)
	
	4)
		1) October 2005
		
		2) November 2005
		
		3) January 2006
		
		4) June 2006
			1) Done. Draft documents posted on Basecamp 10/21/05.

Product 9
   Description
Customer Satisfaction
   Person Responsible
	1) Conduct survey
	
	2) Pre Reg Permit Focus Group sessions Registration Permit Pre & Post Issuance Focus
		1) Summer 2005
		
		2) Late Summer 2005
			1) Done. Analysis of results underway. Report final due Fall 2005.

Eileen Pierce	Groups 3) Final survey results report 4) Baseline Construction Permit survey.	3) Fall 2005 4) November 2005	2) Done. Results are posted on Basecamp. 3) 4)

Product 10
  Description
Program Evaluation
  Person Responsible
Jon Heinrich, Jeff Hanson, Sheri Stach, Bill Baumann and Imelda Stamm
	1)Develop Proposal for Adoption by AMT
	
	2)Conduct Evaluation in each region and Central office between March and July of 2006
	
	3) Develop baseline data report
		1) February 2006
		
		2) March 2006
		
		3) End July 06
			1). Group formed
			2.) Ongoing